PULL TAB RECORDKEEPING FORMS AND INSTRUCTIONS

This booklet contains recordkeeping forms, instructions for each form, and a completed sample of each form. The instructions are designed to assist an employee in completing a line or section of a form that may not be readily understood by the title or instructions found on the form itself. Instructions for lines that are considered self-explanatory, such as simple math computations, are not included.

Sample forms have been provided to illustrate the proper completion of this office's standard forms. The instructions will answer the most commonly asked questions about the recordkeeping forms. Please remove the master forms from the booklet and make copies for your site(s). Note that some forms are two sided.

If you have any questions or comments, please contact this office in writing or by calling 1-800-326-9240.

TABLE OF CONTENTS

Master Game Inventory Log Instructions	
Site Game Inventory Log Instructions	
Pull Tab Daily Cash Bank Summary Instructions	
I.O.U. Instructions	
Prize Redemption Summary Instructions	
Major Winning Ticket Identification Form Instructions	
Pull Tabs – Weekly Interim Audit Instructions	
Pull Tab Summary for Schedule B1 Instructions	
Record of WinSample form	
Ideal Cash Bank Master Record Instructions	•

Cumulative Ideal Cash Bank Record Instructions	
Reconciliation of Ideal Cash Banks Instructions	
Reconciliation of Inventories Instructions Sample form	
Cash Reserve Bank – Daily Report Instructions Sample form	Page 9 Page 23

Master Game Inventory Log (SFN 9935)

This form is used to account for all games requiring a N.D. gaming stamp purchased by an organization. A separate form is used for each game and each game type. For example, if an organization purchased Hooked and Lucky Duck pull tab games, two forms would be used.

If an organization has only one site which is the home office, only the Master Game Inventory Log is needed. If an organization has more than one site, or if it has inventory at more than one location, the Master Game Inventory Log and Site Game Inventory Log would be used.

- 1. Date Placed Enter the date that the deal is actually put into play, not the date the deal was sent to the site.
- 2. Date Closed Enter the last date the game was in play. For example, if 10 deals were played in one game during a quarter and the game was closed on September 30, the entry for all 10 deals would be 9/30/xx.
- 3. Quarter Reported on Tax Return Enter the quarter this deal was reported on the tax return. This can be entered as 04-1, 1st qtr of 04, 9/30/04, or any other entry that indicates the quarter.
- Date Unplayed Deal Returned to Home Office - If an unplayed deal is returned from a site, enter the date that deal is received at the home office. Played deals are not entered in this column.
- 5. Date Deal Returned to Distributor If a deal is returned to a distributor, enter the date the deal was returned. When the credit invoice is received, enter the invoice number on this form.

If a game is returned to master inventory and is re-issued to a site, the stamp number

is entered a second time on the master inventory in the next available row to allow for tracking of the deal at the "new" site.

See sample form on page 10.

Site Game Inventory Log (SFN 9934)

This form is used to account for all games requiring a N.D. gaming stamp at a site. A separate form is used for each game and each game type. For example, if an organization played Hooked and Lucky Duck pull tab games, two forms would be used.

If an organization has only one site which is the home office, only the Master Game Inventory Log is needed.

See instructions for the Master Game Inventory Log for instructions in completing "Date Placed", "Date Closed" and "Date Unplayed Deal Returned to Home Office".

See sample form on page 11.

Pull Tab Daily Cash Bank Summary (SFN 18562)

This form is used to account for the daily opening and closing cash bank amounts for pull tabs.

Cash Bank

- A. At the beginning of the day's activity, the jar operator counts the actual opening cash and records the amount.
- B. The jar operator reviews the IOU form for any outstanding IOU balance. If the running balance is negative, enters the amount as a negative on this form. If the running balance is positive, enters the amount as a positive on this form.

If a second employee is on duty, that employee recounts the opening cash and verifies the amount the cashier recorded and any IOU. When both persons agree to the amounts, the jar operator and the second employee initial the form verifying the accuracy of the recorded amounts.

- D. At the end of the day's activity, the jar operator counts the actual ending cash and records the amount.
- E. The jar operator reviews the IOU form for any outstanding IOU balance. If the running balance is negative, enters the amount as a negative on this form. If the running balance is positive, enters the amount as a positive on this form.

If a second employee is on duty, that employee recounts the ending cash and verifies the amount the cashier recorded and any IOU. When both persons agree to the amounts, the jar operator and the second employee initial the form verifying the accuracy of the recorded amounts.

For further information on the IOU form (SFN 9880), see the instructions on this page.

Enter the amount of deposit for this pull tab game only.

A person who did not have access to the bank deposit funds must verify to the bank statement or other bank record that the amount recorded as the "Deposit Amount" was actually deposited in the gaming account.

This person initials each deposit and dates the form indicating that this verification was done.

If the count team or any person independent of the jar operator reimburses an IOU between the time the site closed activity and the time the site reopened for activity, the information must be recorded in column for "Count Team IOU Reimbursement."

The count team initials in the columns provided indicating that the amounts recorded for closing cash bank, cash profit (loss), daily deposit, count team IOU reimbursement, and the next day's opening cash bank are correct.

When the game is closed, the person responsible for auditing the activity will verify and total the cash profit (loss) and deposit columns.

See sample form on page 12.

<u>I.O.U.</u> (SFN 50900)

This form is used at a site to record the lending of funds to one game from another, or from a cash reserve bank. This form accounts for all loans and payback of funds for all games at a site for one quarter.

The source of cash (the game lending the cash or paying back a previous loan) is always entered as a positive amount. The destination for the cash (the game borrowing the cash or being paid back for a previous loan) is always entered as a negative amount. For example, if the twenty-one bank lends \$100 to the pull tab bank – Hooked, the entries would be:

Amou	nt	Running Balance			
Twent	y-One				
S	\$100	\$100			
Pull Ta D	abs – Hooked (\$100)	(\$100)			

When the pull tab bank – Hooked, pays the twenty-one bank back, the entries would be:

Amount	Running Balance
Amount	Kullillig D

Twenty-One D (\$100)

\$0

Pull Tabs – Hooked

S \$100 \$0

If a game has a running balance at the beginning or end of the day's activity, that amount is entered on the daily accounting form for that game as a positive amount if the running balance is positive or as a negative amount if the running balance is negative.

See sample form on page 13.

Prize Redemption Summary (SFN 9883)

This form is used to record the prize activity of an entire game.

As each deal is added to the game, enter the date, gaming stamp number, game serial number and control number.

The number of top tier winners redeemed by serial number is accounted for. The top tier winners are the highest level of individual winners in a deal. For example, a deal may contain \$100, \$50, \$10, and \$2 winners. Only the \$100 winners are considered to be the top tier, regardless of what the organization posts for the jar. In the case of a criss cross pull tab, the individual denomination is the determining factor. For example, a deal may have a \$500 winner which is made up of 5 \$100 winning lines. The top tier would be \$100, not \$500. When a top tier winner is redeemed a (|) is recorded in the column next to where the corresponding serial number was recorded.

When the ideal number of major winners for one deal are redeemed, enter the date the deal was closed. The total number of prizes redeemed and the total dollar value of those prizes redeemed for each prize denomination are completed.

All major and consolation winners must be kept together in the bag or box for the deal that was recorded as being closed. Do not separate the redeemed tickets by serial number.

If a "Last Sale" is paid out, record the amount of the last sale when the last deal of the game was closed. When the game is closed, enter the total dollar amount of all unsold/defective tickets.

After each deal is accounted for, the jar operator must sign verifying that the prize information for each deal is reported correctly. When the game is closed, the jar operator completes the total prizes and value of the unsold/defective tickets section.

This form along with the redeemed tickets are sent to the person responsible for auditing the activity.

See sample form on page 14.

Major Winning Ticket Identification Form (SFN 3544)

This form is used to document the redeemed major winning tickets that are contained in each bag or box for each deal that is closed during the play of a game.

The total prizes is the total dollar value of the actual prizes redeemed that have been placed in the deal's bag or container. The gaming stamp number and serial number of the deal that was closed and accounted for is completed.

Each major winning ticket placed in the bag or box of the closed deal is accounted for by game serial number. The total number of top tier winning tickets is also recorded.

The person responsible for auditing the redeemed tickets verifies the information on the form. After the verification is completed

the form is initaled and dated. This form is then attached to the bag or box.

See sample form on page 15.

Pull Tabs - Weekly Interim Audit (SFN 3524)

This form is used to record weekly interim audits of a game for twelve weeks. See N.D. Admin. Code § 99-01.3-06-02(13) for more information on when weekly audits are required.

If a game is not closed on a monthly basis, the pull tabs remaining as unsold must be counted at the end of the first month of play and at the end of the second month of play. This form can be used to complete the monthly interim audits.

See sample form on page 16.

Pull Tab Summary for Schedule B1 (SFN 9884)

This form is used to summarize each pull tab game using the information from the Pull Tab Daily Cash Bank Summary and the Prize Redemption Summary. This form is to be completed by the employee responsible for auditing the pull tab activity.

- Ideal Gross Proceeds per Deal The number of pull tabs in one deal times the cost per play. This information is from the game information sheet.
- J. Number of Deals Enter the number of deals that have been placed in play up to the time of the interim audit.
- C. Enter the value of the unsold pull tabs. For example if there were 1000 pull tabs remaining in a \$2 cost per play game, the amount entered would be \$2000.
- E. Enter the total prizes for the game from the Prize Redemption Summary.

G. Enter the total cash profit from the Pull Tab Daily Cash Bank Summary. Do not enter cumulative deposits, since deposits may differ from actual cash profit due to changes in the cash bank.

If someone who conducted the game, has access to the total receipts or cash profit, or has sole signatory authority of the gaming account summarizes the game, then the summarization must be audited by someone independent.

If the game is summarized by someone independent, the summary does not need to be audited.

See sample form on page 17.

Record of Win (SFN 9939)

This form is used whenever a single cash prize of greater than \$200 is paid to a player or when a last sale prize of any amount is paid to a player.

The Record of Win must be pre-numbered.

- 1. Check the box for pull tabs and complete the name of game and game serial number.
- 2. The player must sign the Record of Win, unless the prize is being mailed to the player.
- 3. If a partial payout is made, for example, the player is paid \$200 of a \$500 redeemed winning pull tab in cash and will be paid the remaining \$300 of the prize by a check issued from the home office, complete the bottom right section of the form.

See sample form on page 18.

Ideal Cash Bank Master Record (SFN 52534)

This form is used to maintain a master record of the ideal cash bank amounts at a site for each game type. It is used to account for any <u>permanent</u> increases or decreases to the cash bank. (Note: Temporary increases or decreases in a daily cash bank do not need to be recorded.) This form is maintained at the home office.

- Cash Bank Reference No. This is a number assigned by the organization to each cash bank for reference purposes. Each cash bank is assigned its own number. Once a number is assigned to a cash bank, that number cannot be duplicated or used again for any other cash bank.
- 2. Game Identifier Enter the name of game that identifies which cash bank the master record is for. For example, pull tabs are identified by the name of the game such as "Hooked" and twenty-one would simply be "twenty-one." If the Game Identifier changes at any time, an entry is made on the Ideal Cash Bank Master Record to show the new name for the Game Identifier with no increase or decrease, the ideal cash bank amount is completed and the record initialed.
- 3. Source/Destination This identifies where the cash bank funds are coming from or where they are going. For example, if a check is being written from the Gaming Account to increase a cash bank the source is "Gaming Account." If a cash bank is being decreased and the funds are being deposited into the Gaming Account the destination is the "Gaming Account."
- 4. Increase/(Decrease) This field is used to record any permanent increases or decreases to the ideal cash bank amount. If a cash bank is being established or increased, a positive amount is recorded. If a cash bank is being discontinued or decreased, a negative amount is recorded.

 Ideal Cash Bank Amount – Enter the ideal cash bank amount as established by the organization. When the ideal amount of a cash bank is increased or decreased, add the increase to or subtract the decrease from the previous ideal cash bank amount recorded for the bank.

See sample form on page 19.

Cumulative Ideal Cash Bank Record (SFN 52533)

This form is used to maintain a record of all organization cash banks at all sites. It is used in conjunction with the Ideal Cash Bank Master Record. It provides a cumulative total of the ideal value of all cash banks of the organization.

- Cash Bank Reference No. This is the same number assigned to the cash bank on the Ideal Cash Bank Master Record by the organization. If the ideal cash bank amount for a game is permanently increased or decreased, an entry is made on the next available line of this form and the cash bank reference no. for the game recorded.
- 2. Increase/(Decrease) This field is used to record any increases or decreases to the ideal cash bank amount as indicated on the Ideal Cash Bank Master Record. If a cash bank is being established, record the amount of the bank. If a cash bank is being discontinued, record the previously recorded amount of the bank as a negative amount. If an established cash bank is being increased or decreased, only the amount of the increase a positive amount, is recorded.
- 3. Ideal Cash Bank Amount This is the same ideal cash bank amount as

recorded on the Ideal Cash Bank Master Record. If an established cash bank has been increased or decreased, the new ideal amount is recorded.

4. Cumulative Total – All Banks – This column maintains a running total of all cash banks at all sites. If an established cash bank is increased or decreased, the cumulative total is changed only by the amount of the increase or decrease to the bank. Add or subtract the amount of the increase or decrease to the previous amount recorded for Cumulative Total – All Banks to establish the current cumulative total for all cash banks.

See sample form on page 20.

Reconciliation of Ideal Cash Banks (SFN 52532)

This form is used to reconcile the gaming cash banks at a site on a quarterly basis. This form accounts for six cash banks at a site. The count and reconciliation must be done by a person who does not have access to the cash banks.

- Current Cash Amount of Bank is the amount of cash in the cash bank per a physical count on the day of the reconciliation.
- Plus Any IOU's (when game is the source of the cash), cash losses from the previous day(s) of activity, or any other increases are added to the current cash bank amount.
- Less Any IOU's (when game is the destination of the cash), cash profit accumulated in bank and not yet deposited, or any other decreases are subtracted from the current cash bank amount.

- 4. Total Current Cash Bank Amount is computed accordingly.
- Ideal Cash Bank Amount per the Ideal Cash Bank Master Record is recorded.
- Difference is computed by subtracting the Ideal Cash Bank Amount from the Total Current Cash Bank Amount. If there is any difference, an explanation is required.

The person who completes the reconciliation initials the form verifying the information recorded.

See sample form on page 21.

Reconciliation of Inventories (SFN 17937)

This form is used by a person who has not had access to the inventory, for the quarterly reconciling of games requiring a N.D. gaming stamp, bingo cards, and casino chips to a physical count of these items back to the information on the inventory logs.

This form accounts for the master inventory and up to five additional site inventories.

The serial number is completed only for the reconciliation of bingo cards.

If the physical count of inventory does not match the records, the action(s) taken by management to resolve the discrepancy must be noted.

The person who completes the reconciliation initials the form verifying the information recorded.

See sample form on page 22.

<u>Cash Reserve Bank – Daily Report</u> (SFN 50151)

This form is used by an organization that maintains a central or cash reserve bank for replenishing or lending cash to game banks.

 At the beginning of the day's activity, the cashier counts the actual opening cash and records the amount unless already completed by the count team.

The cashier reviews the IOU form for any outstanding IOU balance. If the running balance is negative, enters the amount as a negative on this form. If the running balance is positive, enters the amount as a positive on this form.

If a second employee is on duty, that employee recounts the opening cash and verifies the amount the cashier or count team has recorded and any IOU.

When both persons agree to the amounts, the cashier and the second employee initial the form verifying the accuracy of the recorded amounts.

3. At the end of the day's activity, the cashier counts the actual ending cash and records the amount.

The cashier reviews the IOU form for any outstanding IOU balance. If the running balance is negative, enters the amount as a negative on this form. If the running balance is positive, enters the amount as a positive on this form.

 If a second employee is on duty, that employee recounts the ending cash and verifies the amount the cashier recorded and any IOU.

When both persons agree to the amounts, the cashier and the second employee initial the form verifying the accuracy of the recorded amounts.

For further information on the IOU form, see the instructions on page 4 of this booklet.

See sample form on page 23.

OF	ASTER GAME INVENTORY LOG FICE OF ATTORNEY GENERAL N 9935 (3-04)
----	---

"X"
ONE
GAME
TYPE

☐ Paddlewheel Tickets
Punchboards
☐ Sports Pool Boards
▼ Pull Tabs

☐ Prize Boards

☐ Seal Boards
☐ Club Specials
Bingo Device

☐ Calcutta Boards

		<u> </u>
Organization		
	Charity, Inc.	
Name of Game		
	Hooked	

Invoice # Date Received	Gaming Stamp Number	Received By	Site	Date Issued	Issued By	Date Placed	Date Closed	Quarter Reported on Tax Return	Date Destroyed	Date Unplayed Deal Returned To Master Inventory	Received By	Date Deal Returned To Distributor	Credit Invoice Number
12345 6/30/04	V99 995	DS	The Bar	7/1/04	DS	7/1/04	9/30/04	9/30/04	10/1/05				
" "	" " 996			"		"			"				
" "	" " 997	.,	" "	"		7/4/04	"	"	"				
" "	" " 998	**	Joe's Place	7/1/04	DS	7/1/04	"	**	**				
" "	" " 999			••		**	***	**	**				
12359 7/05/04	i I	DS	The Bar	7/13/04	DS					7/14/04	DS	7/15/04	12365
" "	" " 101									"		"	
" "	" " 102	"	" "	"						••	••	"	
" "	" " 103			"						***	"	"	**
" "	" " 104	••	Joe's Place	7/28/04	DS								
12360 9/27/04	W01 100	DS	The Bar	9/27/04	DS								
" "	" " 101			"									
" "	" " 102	••											



"X"	
ONE	
GAME	
TYPE	

	Paddlewheel Tickets
	Punchboards
	Sports Pool Boards
X	Pull Tabs

☐ Prize Boards

☐ Calcutta Boards
☐ Tip Boards
☐ Seal Boards
☐ Club Specials
☐ Bingo Device

Organization	Site	Name of Game
Charity, Inc.	The Bar	Hooked

Gamino Nur	g Stamp nber	Date Received	Received By	Date Placed	Date Closed	Date Unplayed Deal Returned To Master Inventory	Returned By
V99	995	7/01/04	MS	7/01/04	9/30/04		
	996	"	"	"			
	997	**	11	7/04/04			
W00	100	7/13/04	MS			7/13/04	MS
	101	"	"			"	
	102	"	"			"	
	103	"	"			"	=
W01	100	9/27/04	MS				
	101	"	"				
	1 1 1 1						



PULL TAB DAILY CASH BANK SUMMARY OFFICE OF ATTORNEY GENERAL SFN 18562 (3-04)

Organization Site Name Quarter Page Charity, Inc. The Bar 9/30/04 **_1**_ of **_1** Name of Game Date Placed Date Closed Starting Cash Bank Ending Cash Bank Hooked 7/1/04 9/30/04 \$ 300 300 Plays Per Deal X Cost Per Play = Ideal Gross Proceeds - Ideal Prizes = Ideal Adjusted Gross Proceeds 1500 \$ 1500 1200 300

Date	(A) Opening Cash	(B) Opening IOU	(C) Total Opening Bank (A + / - B)	Jar Operator	Verified By	(D) Ending Cash	(E) Ending IOU	(F) Total Ending Cash (D + / - E)	Jar Operator	Verified By	Cash Profit (Loss) (F - C)	Deposit Amount	Deposit Amount Verified to Bank Record By	Count Team IOU Reimbursement	Count Team Initials
7/1/04	300	p	300	MS	JS	5	(100)	(95)	MS	JS	(395)	B .	Initials Date	`8.	AA BB
7/2/04	5	(100)	(95)	MS	JS	350	8	350	MS	JS	445	50	LG 8/6/04	8	AA BB
7/3/04	300	þ	300	MS	JS	450	8	450	MS	JS	150	150	LG 8/6/04	8.	AA BB
9/30/04	300	ø	300	MS	JS	250	8	250	MS	JS	(50)	8		`8.	AA BB
									Tot	tals	^{\$} 7540	^{\$} 7590			

I.O.U. OFFICE OF ATTORNEY GENERAL SFN 9880 (3-04)

CIRCLE ONE FOR EACH TRANSACTION

S = Source of cash (Game loaning or paying back)
Always Positive

D = Destination for cash (Game	borrowing	or being	paid back)
Always Negative			

Organization	
Cha	ity, Inc.
Site	Quarter
The Bar	Sept. 2004

DATE	DATE TWENTY-ONI		NE	PULL TABS				PULL TAB	s		PULL TAB	s		OTHER		INITIALS
				NAME .	Hoo	ked	NAME .			NAME _			NAME .			
		Amount	Running Balance		Amount	Running Balance		Amount	Running Balance		Amount	Running Balance		Amount	Running Balance	
7/01/04	(S) D	100	100	SO	(100)	(100)	S D			S D			S D			MS
7/02/04	S _D	(100)	<i>'</i> 8.	S D	100	B	S D			S D			S D			MS
	S D			S D			S D			S D			S D			
	S D			S D			S D			S D			S D			
	S D			S D			S D			S D			S D			
	S D			S D			S D			S D			S D			
	S			S D			S			S D			S D			
	S			S D			S			S			S D			
	S			S			S			S			S			
	S			S			S			S			S			
	S D			S D			S D			S			S			
	S			S			S			S			S			
	D S			D S			S D			S D			D S D			
	D S			D S			S			S			S			
	D S			D S			D S			D S			D S			
	D S			D S			D S			D S			D S			
	D S			D S D			D S			D S			D S			
	D S			S			D S			D S			D S			
	D S			D S			D S			D S			D S			
	D			D			D			D			D			



PRIZE REDEMPTION SUMMARY OFFICE OF ATTORNEY GENERAL SFN 9883 (3-04)

Organization	s	ite			Page		
Charity, I	nc.		The B	ar	<u>1</u> of <u>1</u>		
Name of Game	Dat	Date Placed Date Close					
Hooked	7/	7/1/04 9/30/04					
Plays Per Deal X Cost Per Play :	Ideal Gross Pro	ceeds - Ic	deal Prizes =	Ideal Adjusted (Gross Proceeds		
1500 \$ 1	1500		1200	3	00		

									100	_	· ·	_	_		00				300	
Date Placed	Gaming Stamp #	Serial #	Top Tier Winners Redeemed	Control Number	Date Deal Closed		om. 100 \$ Value			_		_	Den #	om. \$ Value	Den #		Last Sale	Prizes	Jar Operator	Audited By
7/1/04	V99995	33346	IIII	H1	7/3/04	4			200			45		y Taiac		V V G (G)		740	MS	LG
7/1/04	V99996	33347	I	H2																
7/3/04	V99997	33345		Н3																
Audited By	and Date L (G 10/	3/04		Value of Ur	nsold	/Defectiv	e Pu	ll Tabs		`B.					Total	Prizes	29,900		



Major Winning Ticket Identification Form Office of Attorney General SFN 3544 (3-04)

Organization	(Site					
Charity, Inc) .	The Bar					
Name of Game	Date Placed		Date Closed				
Hooked	7/1	1/04 7/					
Top Tier Winning Ticket Value	Total Prizes		Control Number				
\$ 100	\$ 74	40	H1				
Gaming Stamp Number	Game Serial Nun	nber					
V99995	333	346					
Game Serial Number		Top 7	ier Winners Redeemed				
33346			III				
33347			1				

_	
Total Number of Top Tier Winning Tickets	4

MS	7/3/04
Jar Operator	Date
LG	7/4/04
Audited By	Date



Major Winning Ticket Identification Form Office of Attorney General SFN 3544 (3-04)

Organization		Site	
	ls . s		In a second
Name of Game	Date Placed		Date Closed
Top Tier Winning Ticket Value	Total Prizes		Control Number
\$	\$		
Gaming Stamp Number	Game Serial Nu	ımber	
Game Serial Number		Тор	Tier Winners Redeemed
			
	_	_	
	<u> </u>		
	_	_	
		_	
	Total Number Win	of Top Tier ning Tickets	
Jar Opera	ator		Date
Audited I	Зу		Date



Organization
Charity, Inc.
Site
Name of Game
Hooked

Date	No. of Plays F	Per Deal X Cost Pe	er Play = Ideal Gros	s Proceeds Per De	al – Ideal Prizes Pe	r Deal = Ideal Adj.	Gross Proceeds
7/1/04	1500	\$ 1	\$	1500	1200		300
Date of Last Activity	,	7/6/04	7/13/04				
Ideal Gross Proceed	ds Per Deal	1500	1500				
Total Number of De	als Played	× 3	× 5	x	х	х	х
Total Ideal Gross Pi	roceeds	4500	7500				
Value of Unsold / Defe Tabs	ective Pull	- 500	⁻ 1000	_	_	_	_
Actual Gross Proce	eds	4000	6500				
Total Prizes		- 3500	⁻ 5900	_	_	ı	_
Adjusted Gross Pro	ceeds	500	600				
Cash Profit		498	595				
Cash Long (Short) (Ca Adjusted Gross Proceed		(2)	(5)				
Percent-of-Accuracy divided by Adj. Gross Pro		99.6 %	99.1 %	%	%	%	%
Completed By		LG 7/7/04	LG 7/14/04				
				,			
Date of Last Activity	,						
Ideal Gross Proceed	ds Per Deal						
Total Number of De	als Played	x	x	х	х	X	х
Total Ideal Gross Pi	roceeds						
Value of Unsold / Defe Tabs	ective Pull	-	_	_	_	ı	_
Actual Gross Proce	eds						
Total Prizes		_	_	_	_	_	_
Adjusted Gross Pro	ceeds						
Cash Profit							
Cash Long (Short) (Ca Adjusted Gross Proceed							
Percent-of-Accuracy divided by Adj. Gross Pro		%	%	%	%	%	%
Completed By							



PULL TAB SUMMARY FOR SCHEDULE B1 OFFICE OF ATTORNEY GENERAL SFN 9884 (3-04)

Organization			Site		Name of Game	Date Placed	Date Closed
Charity, Inc.		Th	he Bar Hooked		7/1/04	9/30/04	
Plays Per Deal	X Cost Per Play	= Ideal Gro	oss Proceeds	- Ideal Prizes =	Ideal Adjusted Gross Proceeds	Last Sale Stamp#	Last Sale Prize Amt.
1500	\$ 1	18	500	1200	300		

Schedule B1 Information	Summary	Audit
I. Ideal Gross Proceeds Per Deal	1500	
J. Number of Deals Conducted	× 25	×
A. Total Ideal Gross Proceeds (I x J)	37,500	
C. Value of Unsold/Defective Tickets (A - C)	- 8	_
D. Gross Proceeds (A - C)	37,500	
E. Total Prizes	29,900	
F. Adjusted Gross Proceeds (D - E)	7600	
G. Cash Profit	7540	
Cash Long (Short) (G - F)	(60)	
Percent of Accuracy (G ÷ F)	99.2	g
Summary Completed By and Date	,	
LG 10/3/04		
Summary Audited By and Date		

OFFIC SFN 993	ORD OF WIN E OF ATTORNEY GI 39 (3-04) and Complete Information		Organization Charity, Inc. Site The Bar Cash Prize Amount	Completed By	NO. 001 Type of ID ND Drivers Lic. Retail Value of Prize		
Bingo	Game Number		\$ 100 \$ Name of Player John Smith				
Bingo Device	Game Serial Number		Address	PO Box 999			
☐ Calcutta	Date of Event	Gaming Stamp Number	City Anytown	State ND	Zip Code 58999		
X Pull Tabs	Name of Game Hooked	Gaming Serial Number 33348	Signature of Player John	Smith	Date 9/30/04		
☐ Club Special ☐ Punchboard ☐ Tip Board	☐ Prize Board ☐ Seal Board	Gaming Serial Number	If Partial Cas	h Prize Payout, Complete Thi	s Section		
Raffle	Date of Drawing	Winning Ticket Number	Amount Paid Now \$	Paid By	Amt. Yet To Be Paid \$		
☐ Sports Pools Date of Event Gaming Stamp N		Gaming Stamp Number	Check Number	Paid By	Date		
Twenty-One Tournal Poker Tournament	ment	Date of Event					

11 6 F 44 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	ORD OF WIN		Organization	Date	NO. 002
OFFIC SFN 993	E OF ATTORNEY GE 9 (3-04)	ENERAL	Site	Completed By	Type of ID
Game Type (Check One)	and Complete Information	for that Game Type	Cash Prize Amount \$	Description Merchandise Prize	Retail Value of Prize \$
Bingo	Game Number		Name of Player		
☐ Bingo Device Game Serial Number			Address		
Calcutta	Date of Event	Gaming Stamp Number	City	State	Zip Code
☐ Pull Tabs	Name of Game	Gaming Serial Number	Signature of Player		Date
☐ Club Special ☐ Punchboard ☐ Tip Board	☐ Prize Board ☐ Seal Board	Gaming Serial Number	If Partial Cas	h Prize Payout, Complete This	s Section
Raffle	Date of Drawing	Winning Ticket Number	Amount Paid Now \$	Paid By	Amt. Yet To Be Paid \$
Sports Pools	Date of Event	Gaming Stamp Number	Check Number	Paid By	Date
Twenty-One Tournar Poker Tournament	ment	Date of Event			



Organization

Charity, Inc.

Game Type

Pull Tabs

Site

The Bar

Cash Bank Reference Number

2

				Pull Tabs		
Date	Check Number	Game Identifier	Source/ Destination	Increase/ (Decrease)	ldeal Cash Bank Amount	Initials
7/1/04	1235	Hooked	Gaming Account	\$ 300	\$ 300	LG
8/15/04	1250	Hooked	Gaming Account	200	500	LG
10/1/04		Pig Pen		8	500	LG



Charity, Inc.

Date	Site	Game Type	Cash Bank	Increase/	Ideal Cash	Cumulative Total -
		,	Ref. No.	(Decrease)	Bank Amount	All Banks
7/1/04	The Bar	Bar Bingo	1	\$ 500	\$ 500	\$ 500
	11 11	Hooked	2	300	300	800
	11 11	Twenty-One	3	2000	2000	2800
	11 11	Lucky Devil	4	500	500	3300
	11 11	Bar Loan	5	2000	2000	5300
	" "	Prize Board	6	50	50	5350
	" "	Paddlewheel	7	2000	2000	7350
8/15/04	The Bar	Hooked	2	200	500	7550
10/1/04		Pig Pen	2	`0.	500	7550



Organization Charity, Inc.	Site The Bar	Page <u>1</u> of <u>1</u>
Name of Person Completing Reconciliation Linda Green	Job Title Bookkeeper	Date 10/1/04

Game Type Pull Tabs	_	Game Type		Game Type	_
Game Identifier Hooked	_	Game Identifier		Game Identifier	_
Current Cash Amount of Bank (per count) Plus: IOU-When Game Is Source Of Cash Cash Loss From Previous Day(s) Activity Other Increases (explain) Less: IOU-When Game Is Destination Of Cash Cash Profit Not Yet Deposited Other Decreases (explain)	\$_500 _500 _8	Current Cash Amount of Bank (per count) \$	\$	Game Identifier Current Cash Amount of Bank (per count) \$	\$
	Initials		Initials		Initials
	LG				



Organization	Charity, Inc.	

X Master ☐ Site:					Master Site: The Bar				☐ Master X Site: Joe's Place					
Reconciliation Completed	Ву	Linda	Green		Reconciliation Completed E	Зу	Linda	Green		Reconciliation Completed E	Зу	Linda	Green	
Job Title Boo	kkeepe	er	Date 1	0/1/04	Job Title Boo	kkeepe	er	Date 1	0/1/04	Job Title Boo	kkeepe	er	Date 1	0/1/04
Name of Game/Primary Color & Type of Bingo Card/Chips	Serial Number		Number Per Physical Count	Difference	Name of Game/Primary Color & Type of Bingo Card/Chips	Serial Number	Number Per Inventory Record	Number Per Physical Count	Difference	Name of Game/Primary Color & Type of Bingo Card/Chips	Serial Number		Number Per Physical Count	Difference
Hooked		1	1	8.	Hooked		2	2	8	Hooked		1	1	`B.
Result: OK					Result: OK					Result: OK				
Corrective Action Taken:				Corrective Action Taken:				Corrective Action Taken:						
	•		Initials	•				Initials			•		Initials	•
			L	G				L	G				L	G



Organ	nization									
	Charity, Inc.									
Site	Site			Ideal Cash Bank Amount						
	The Bar	\$	1000							

Date	(A) Opening Cash	(B) Opening IOU	(C) Total Opening Cash (A + B)	Cashier	Verified By	(D) Ending Cash	(E) Ending IOU	(F) Total Ending Cash (D + E)	Cashier	Verified By
7/1/04	1000	P	1000	MS	JS	900	100	1000	MS	JS
7/2/04	900	100	1000	MS	JS	1000	₽.	1000	MS	JS